

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

e-mail address for applications: jobs@tceq.texas.gov

Physical Address - 12100 Park 35 Circle, Bldg. A

Mailing Address - P.O. Box 13087/MC-116

Austin, Texas 78711-3087

(512)239-0102



Internet: www.tceq.texas.gov

Fax: (512)239-0111

State Title: Environmental Protect Spec II

Functional Title:

Job Posting: 16026

Monthly Salary: \$3293.41 - \$3520.33

Salary Group: B18

Posting Date: 09/29/2015

Close Date: 10/13/2015

Section/Division: Tier II Chemical Reporting Section/ Critical Infrastructure Division

Work Location: 12100 Park 35 Circle, Austin, TX 78753

Openings: Six(6)

Position #(s): 7751,7752,7801,8658,8766,8856

Job Description:

Assists with providing technical compliance consultation for the Tier II reporting program of the Critical Infrastructure Division of the Texas Commission on Environmental Quality (TCEQ). Conducts technical reviews of hazardous and toxic chemical reports provided by federal, state and local governments, tribal governments and industries to ensure compliance with the Emergency Planning and Community Right-to-Know Act (EPCRA). Identifies incorrect or missing data and follows up to request revisions or additional information. Assists with providing compliance guidance to the regulated community, Local Emergency Planning Communities (LEPCS), and firefighters on the interpretation of the Texas Community Right-to-Know Acts (TCRAS), and EPCRA. Answers routine questions related to the classification of chemicals; chemical nomenclature and numerical identification systems; reporting thresholds for various types of hazardous materials; and the applicability of state and federal exemptions for chemicals and chemical uses. Extracts, formats, and transmits program data; creates custom reports and converts electronic data files from databases; and prepares data reports in response to public information requests. Makes presentations to the regulated community through agency organized functions and industry related organizations. Prepares informational material and makes presentations at workshops.

Military Occupational Specialty (MOS) Codes: 8056, 42, 72D, 74D, and 43HX

Minimum Qualifications:

Bachelor's degree from an accredited college or university with a major in natural or physical science, environmental studies, public health, hazardous materials management, or related field (COPY OF OFFICIAL TRANSCRIPT REQUIRED WITH APPLICATION) plus one year of full-time experience performing environmental, regulatory, or public health and safety work.

OR A bachelor's degree from an accredited college or university (COPY OF OFFICIAL TRANSCRIPT REQUIRED WITH APPLICATION) plus two years of full-time experience performing environmental, regulatory, or public health and safety work.

OR Four years of full-time experience performing environmental, regulatory, or public health and safety work.

Preferred Requirements:

Experience investigating, enforcing and/or interpreting environmental rules, regulations, policies, or procedures.

Experience using databases and related programs such as CCEDS, Central Registry, BOEXI/BOE, STEERS.

Special Requirements:

Moving up to 20 pounds of paper.

Traveling up to 10% of the time.

The agency will review the applicant's driving history in connection with the use of a vehicle in the performance of the job.

Condition of Employment:

TCEQ will verify Selective Service registration for males born on or after January 1, 1960. If exempt from Selective Service registration selected candidate must provide proof of exemption on first day of employment. Offers of employment are contingent on the candidate having legal authorization to work for the TCEQ. TCEQ will conduct a criminal history records search on candidates selected for posted vacancies. Only applicants who are interviewed will receive written non-selection notification.

Submit a standard State of Texas application for **each job posting** to the Texas Commission on Environmental Quality, Human Resources & Staff Services (HRSS) office by 5:00 p.m. on the closing date. A signed faxed or emailed copy is acceptable. In compliance with ADA, if you need any special accommodations during the employment process, please contact HRSS for assistance.

Texas Commission on Environmental Quality is an Equal Opportunity Employer